

Exhibit C – Schedule of Deliverables and Requirements

The deliverables and requirements provided in Exhibit C shall be included in the Architect's Basic Services. Some of the descriptions overlap services described in Article 2 of the B141 and in Exhibit D, Project Design Procedures. The descriptions in each of these documents shall not reduce the level of services described in another. Please refer to all contract documents for the full scope of services.

Within one week of notice to proceed, the architect shall submit a project schedule, with the due dates of the deliverables identified. Scheduled due dates will be based upon reasonable timeframes for Owner review, which have been mutually agreed upon with the Architect. The schedule shall be updated monthly to reflect contract progress over the previous pay period. If completion of a task on the schedule is extended or delayed, the updated schedule shall reflect those changes. If the extended task is on the critical path, then a recovery schedule shall be provided for the Owner's acceptance. The updated schedule shall be submitted monthly with invoices (invoices may not be paid unless updated project schedule is included).

Meeting minutes in agreed-to format for each meeting with the Owner are to be issued for review within 2 business days of the meeting.

Please provide all deliverables in printed and digital form—digital drawing files shall be submitted in PDF and AutoCAD LT 2010 compatible format. Each deliverable submittal shall consist of 24x36 drawing sets, 8.5x11 specifications and 8.5x11 prints of other deliverables. Provide four sets of all submittals (three bound and one unbound) and all digital files provided on a disk. Each deliverable submittal shall include quality assurance correspondence, indicating that submittals have been checked and all comments have been resolved.

ASSESSMENT PHASE DELIVERABLES

For all 8 Facilities:

- Evaluate existing roof and exterior wall conditions (Evaluation of Police HQ to include roof related services only).
 - Review of available maintenance and leak history with city personnel.
 - Review available as-built construction drawings and specifications relative to exterior roof and wall systems as made available by City.
 - Visual inspection of typical roof and exterior wall/waterproofing components.
 - Collect roof cores where necessary verify roof system construction.
- Provide facility evaluation report for each facility including:
 - Summary of existing conditions and construction.
 - Project recommendations and priorities.
 - Evaluation of necessary repairs/replacement with cost analysis.
 - Preparation of plans/photographs to depict observations.
 - Photographs of typical existing conditions.
 - Provide a five (5) year remedial forecast summary for the eight facilities in Excel spreadsheet format.

- Provide investigation and testing at the following locations:
 - Public Works Operations Center
 - Selected removal of brick/block observe actual wall construction.
 - Rylem tube testing at representative masonry and mortar locations.
 - Parks and Recreation Head Quarters
 - Utilization of boom lift for elevated access.
 - Selected removal of brick to observe actual wall construction.
 - Rylem Tube testing at representative masonry and mortar locations.
 - Structural review of damaged masonry areas/issues.
 - General Services
 - Perform isolation water testing to attempt identification of water testing to attempt identification of water migration pathways at 2-3 suspect locations.